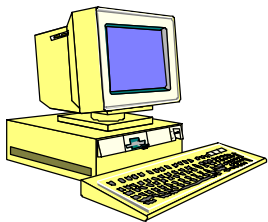


Governor Leavitt has set a challenge to achieve \$20 million dollars in energy savings for state buildings by 2010. As state employees, we need your help to achieve this challenge.

You can make a difference – last year Work Force Services employees worked together to help make significant energy reductions in the Work Force Services Administration building. The following are some facts and tips for energy efficiency in the work place.

1. Report heating and cooling problems promptly to the facility manager.
2. Avoid using space heaters. Wearing layers of clothing when feeling cold can greatly reduce the need for a space heater. Space heaters violate state fire codes.
3. Switch the bulb in your desk or table lamp to a compact fluorescent lamp (CFL). CFL's use 75 percent less energy and last 10 times longer.
4. Turn out the lights when you leave your office for more than a few minutes. It takes less energy to re-strike lamps rather than leave them on. Order a reminder sticker for switch plates from the Utah Energy Office.



5. Turn off the computer monitor when you leave your office for meetings or lunch. Even in the sleep mode a monitor uses two to ten watts of power. Consider not using the screen saver, having the computer go directly to the sleep mode. The screen saver does not save energy.
6. Turn off office machines overnight. This includes your desktop computer, printers, and copiers. Request "Vending Misers" to control your agency's vending machines.

7. Eliminate unnecessary hot plates, coffee pots and portable appliances that use energy. Utilize common equipment in the break room rather than bringing your own.
8. Turn off water taps when water is not being used and promptly report all leaks.
9. Take advantage of the telecommuting policies in your department.
10. Follow the guidelines of the program. This program conditions on the system. Three alert issued via TV, radio, Green – normal conservation needed, Yellow – extra conservation needed, and Red – conservation is critical. For more information on the PowerForward program, visit: www.powerforward.utah.gov



the PowerForward alerts Utahns to electrical power categories are and newspaper:

11. Join the rideshare program or use public transportation. Some departments offer the UTA Eco Pass. Check with your Human Resources office. For more information about the Rideshare program or Trip Planner visit: www.utarideshare.com or www.rideuta.com
12. Keep blinds on the south and west windows closed on hot days to reduce solar gain and open on cold winter days for free solar heat.
13. Set up a building energy committee to generate more energy saving ideas for your building and track savings. Nominate your agency's energy champions. The nomination form can be found on the State Buildings web site at: www.statebuildings.utah.gov



For more information about the State Buildings
Energy Efficiency Program please contact:



Utah Energy Office
1594 W North Temple, Suite 3610
Salt Lake City, UT 84114
Phone: (801) 538-5436
Energy Hotline: 1-800-662-3633
Fax: (801) 538-4795
www.energy.utah.gov

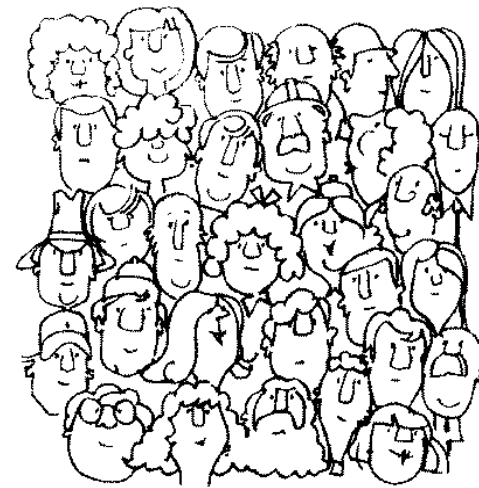


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Original "YOU HAVE the POWER" artwork courtesy of the Federal Energy Management Program, Office of Energy Efficiency and Renewable Energy, U.S. Department of Energy.



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State Employees Making a Difference

Energy Saving Ideas for Work and At Home